
**Business Technology Alignment (BTA)
Architecture Working Group (AWG) Meeting Minutes
September 11, 2002**

Location:	830 1 st Street, NE, WDC (room 103-B1, 2), 2:00 –3:30
Members Attending:	Anna Allen David Elliot (substituting for Denise Hill) Paul Hill, Jr. Bruce Kingsley (substituting for Paul Peck) Carl Porter Martin Renwick (also substituting for Robert Laurence) Ron Sann Ray Thomas Howard Weitzner -- Karen Anderson Bill Malyszka
Absent:	John Gaeta
Invitees:	Todd Elliott Bill Walsleben
Agenda:	<ul style="list-style-type: none"><input type="checkbox"/> Review the upcoming AWG meeting schedule<input type="checkbox"/> Vote on adopting the Electronic Mass Mailing recommendations<input type="checkbox"/> FMS Business Case Technical Overview<input type="checkbox"/> Enterprise Architecture Support Tool
Issues/Risks:	None
New Action Items:	AWG Representatives from the business channels will circulate the ASG Electronic Mass Mailing White Paper for commentary as the final step before adopting the recommendations within the paper.
Outstanding Action Items:	None

Decisions:	None
Next Meeting:	Wednesday, October 16, 2002 2:00pm to 3:30pm Room 103B1&2, 830 1st St. NE

Meeting Discussion Items:

- Review the upcoming AWG meeting schedule
 - Meetings will now be held once a month from 2:00 to 3:30 p.m. on the dates distributed during this meeting.
 - It was decided that the AWG (Architecture Working Group) should be spelled out rather than using the acronym. Currently at FSA, the AWG means 'Administrative Wage Garnishment'.
- Vote on adopting the Electronic Mass Mailing recommendations
 - Concern for Privacy Act data being transferred through email was raised. This issue is very important but is not within the scope of the Electronic Mass Mailing research. It is to be addressed by project teams and currently is also being investigated by FSA legal. When considering solutions, there is a balance that needs to be struck between security and usability.
 - The ASG white paper will be distributed within the business channels by the respective AWG Representatives. This will be the final comment sought before adoption of the recommendations as FSA policy.
- FMS Business Case Technical Overview
 - FMS has gone through several phases of modernization. Phase IV, the latest phase, integrated with other modernization initiatives and added Accounts Receivable functions. It also allowed sharing statements with ED.
 - The next phase will include internal enhancements, modernization enhance to increase integration, and ED-related enhancements. The biggest part of this will be an upgrade to Oracle Federal Financials 11i. This will add functionality and allow continued maintenance and support by the vendor. It will remain on an HP/UX platform. Oracle Fed Fin 11i also adds single sign-on capabilities.
 - It is expected that the EAI bus will be used for many of the enhancements that require interaction with other modernization systems. Also hoping to enable web drawdown capabilities for schools. This would replace current GAPS capabilities. The timeline is to have the 11i upgrade implemented by October 2003. This will be dependent on funding.

-
- As it stands, FMS has been very stable and any problems that arose during independent audits are mostly attributable to accounting procedures and not the FMS system itself. Subsequent clean audits will require continued use of FMS as well as eliminating any existing sub ledgers. The DMCS redesign is planned to eliminate the one remaining sub ledger within FSA.
 - FMS will be included in the VDC hardware refresh, which is moving to Itanium based hosts. The point was raised that there may be implementation and security problems with Oracle's version of LDAP and Microsoft's Active Directory services.
 - The FMS team has utilized existing change management procedures to track and communicate planned system changes. They plan to use the ECM tool to continue to participate in these processes. The FMS team will also be maximizing the reuse of EAI services currently utilized by modernization systems.
 - Business units want to be aware of what is upcoming. Financial Partners will be partnering with the FMS team to develop some FP functionality within FMS.
 - Enterprise Architecture (EA) Support Tool
 - The EA effort within FSA is being undertaken by the BTA. The development of the EA is in response to legislative and oversight requirements placed on all federal agencies.
 - Currently, FSA has been assessed to complete some Stage 4 core elements on the EA maturity model, with 5 being the highest rating, in terms of having elements of an integrated architecture.
 - BTA is currently populating the first two rows, which are the Scope and Enterprise perspectives of an EA tool. This population of the tool is expected to be complete by the middle of FY03. BTA will be introducing users to the tool and showing how it provides multiple entry points into the FSA enterprise for answering questions related to the different Views of FSA (Data, Business Function, Security, Networking, People, Schedule, Strategy).
 - This EA tool will provide documentation of FSA. It is not intended to prescribe design, rather, it will be used by project teams during their design efforts to assure alignment with other FSA business and technology elements. The EA tool will facilitate integration and focus on the relationships between the different views within FSA.
 - BTA will be forming a communication plan in FY03 to coordinate with current communication efforts on FSA Net and other forums.